

Giantex GX-10404-BC

Giantex Reception Desk (Model GX-10404-BC) Instruction Manual

Model: GX-10404-BC | Brand: Giantex

1. SAFETY INFORMATION

Always keep the lockable drawer securely locked when not in use. Ensure the desk is properly anchored to the floor to prevent tipping. Never leave children unattended near the desk.

2. PRODUCT OVERVIEW

The Giantex Reception Desk is designed for versatile use in various settings such as offices, beauty salons, retail stores, or home offices. It features a spacious desktop, an elevated corner shelf, a lockable drawer for secure storage, and a 2-tier open shelf with adjustable positions for customized organization. Constructed from durable engineered wood with a 1-inch thickened tabletop, it offers stability and a modern aesthetic.



Image: The Giantex Reception Desk, Model GX-10404-BC, in a white finish, showcasing its design and functionality in an office environment.

User-friendly Details



Built-in Lock (with 2 Keys)



Smooth Metal Slides



Protective Foot Pads



Sturdy
Construction



Exquisite
Sleek Lines



Modern
Style



Multipurpose
Use



Image: Close-up of user-friendly details including the built-in lock, smooth metal slides for drawers, and protective foot pads.

3. PACKAGE CONTENTS

- 1 x Reception Desk
- 1 x User Guide
- All necessary assembly hardware (screws, dowels, etc.)

4. ASSEMBLY INSTRUCTIONS

The desk requires assembly. Please follow the instructions provided in the user guide to assemble the desk. Ensure you have all the necessary tools and parts before starting the assembly process. Follow the step-by-step instructions carefully to avoid any damage to the product. Assembly tools are not included.

Assembly Video Guide

Video: A detailed assembly guide for the Giantex Reception Desk. This video demonstrates each step of the assembly process, from identifying parts to final construction.

Step-by-Step Assembly Overview

1. **Prepare Components:** Lay out all parts and hardware. Identify the main tabletop (1), side panels (2, 3), and corner support (4).
2. **Assemble Drawer Components:** Attach the lock (Bi) and handle (F) to the drawer front. Secure the drawer slides (Q1, Q2) to the drawer sides (15, 16) and the main desk panels (7, 8).
3. **Construct Side Panels:** Connect the side panels (5, 6) using dowels (C) and cam locks (B).
4. **Attach Corner Support:** Secure the corner support (4) to the assembled side panels using dowels (C) and cam locks (B). Apply protective foot pads (X) and cover caps (Z).
5. **Assemble Main Desk Structure (White Parts):** Connect the white side panels (2, 3) using dowels (C) and cam locks (B).
6. **Attach Round Tabletop:** Secure the round tabletop (1) to the white side panels using dowels (C) and cam locks (B). Apply protective foot pads (X) and cover caps (Z).
7. **Install Drawer Slides to Desk:** Attach the remaining drawer slides (Q1, Q2) to the main desk panels (7, 8) using screws (E).
8. **Assemble Drawer Box:** Connect the drawer box sides (13, 17) and back (18) to the bottom (16) using dowels (C) and cam locks (B). Apply cover caps (Z) and protective foot pads (X).
9. **Assemble Shelf Unit:** Connect the shelf unit panels (7, 8, 9, 10, 11, 14) using dowels (C) and screws (L). Apply cover caps (Z) and protective foot pads (X).
10. **Install Adjustable Shelf:** Insert the adjustable shelf (10) into the shelf unit using shelf pins (Y) and screws (E).
11. **Final Assembly:** Carefully align and connect the assembled drawer unit, round tabletop unit, and shelf unit. Ensure all connections are secure.

Dimensions

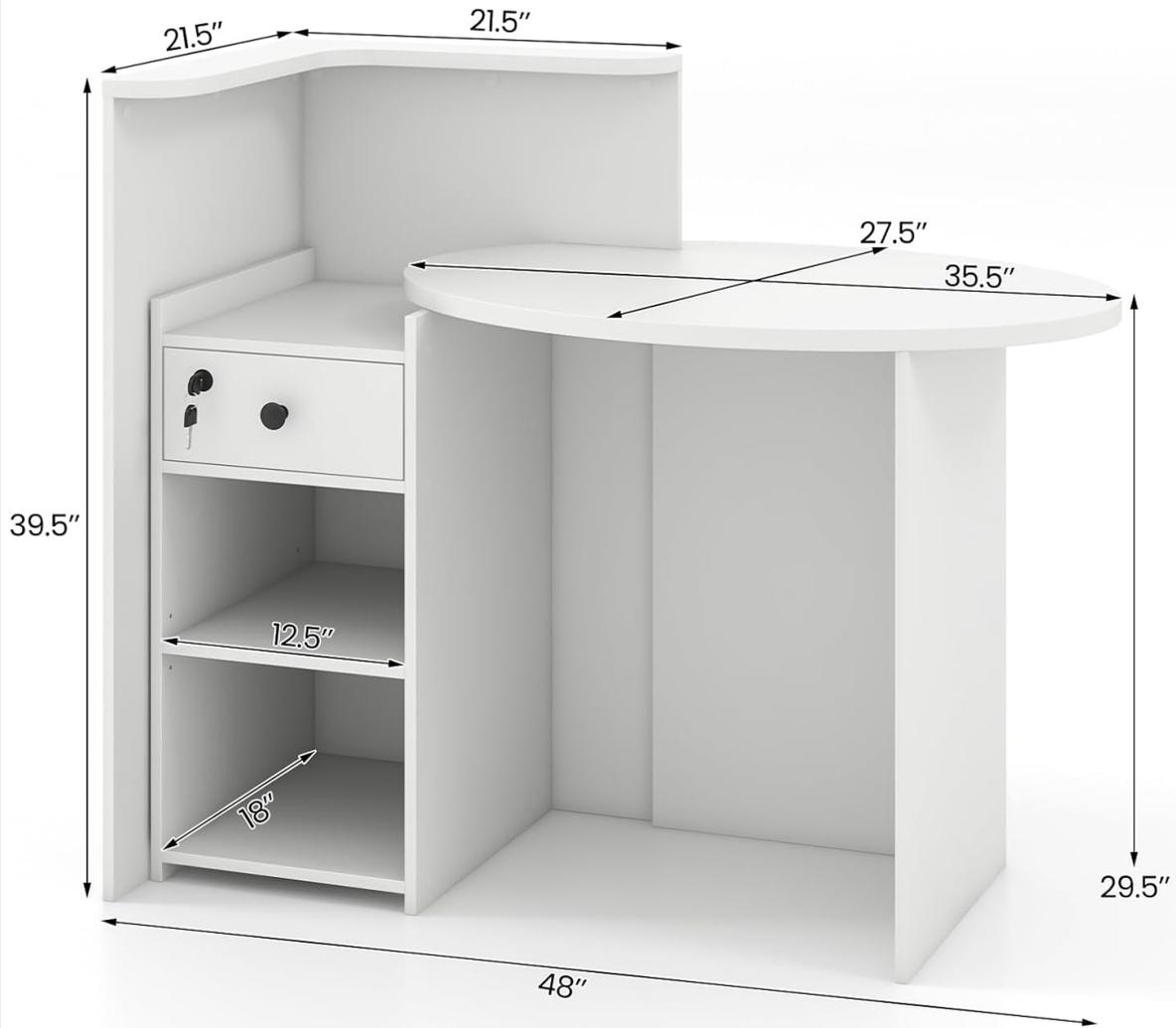


Image: Detailed dimensions of the Giantex Reception Desk, including height, width, and depth of various sections.

5. OPERATING INSTRUCTIONS

Lockable Drawer

The reception desk includes a lockable drawer for securing personal belongings or sensitive documents. Use the provided keys to lock and unlock the drawer. Always ensure the drawer is fully closed before locking.



Oval Desktop



L-shaped Corner Shelf
For small ornament



Lockable Storage Drawer
For valuables or private items



2-Tier Open Shelf
For shopping bags or other sundries

Image: The oval desktop, L-shaped corner shelf, lockable storage drawer, and 2-tier open shelf for various items.

Adjustable Shelf

The 2-tier open shelf features 3-position adjustable shelving. To adjust the shelf height, remove the shelf pins, reposition the shelf to the desired height, and reinsert the pins to secure it. This allows for customized storage space.



Adjustable Open Shelf

Provide customized storage space



3 Adjustable Positions



Removable Shelf

Image: Close-up view of the adjustable open shelf, highlighting the three adjustable positions for flexible storage.

6. MAINTENANCE

- Wipe surfaces with a soft, damp cloth. Avoid harsh chemicals.
- Periodically check all screws and connections to ensure they remain tight.
- Keep the desk away from direct sunlight and excessive moisture to prevent warping or discoloration.
- For the lockable drawer, ensure the lock mechanism is clean and free of debris.

7. TROUBLESHOOTING

Drawer not sliding smoothly:

Check that the drawer slides are properly aligned and free of obstructions. Ensure all screws securing the slides are tight.

Desk feels wobbly:

Verify that all cam locks and screws are fully tightened. Ensure the desk is placed on a flat, even surface. Adjust protective foot pads if necessary.

Lockable drawer not locking:

Ensure the drawer is completely closed and flush with the desk frame. Check that the key is fully inserted and turned correctly.

8. SPECIFICATIONS

Brand	Giantex
Model Number	GX-10404-BC
Product Dimensions (D x W x H)	27.5"D x 48"W x 39"H
Color	White
Material Type	Engineered Wood
Finish Type	Laminated, Glossy Lacquer
Item Weight	101 Pounds
Number of Drawers	1 (Lockable)
Number of Shelves	3 (1 adjustable)
Maximum Weight Recommendation	110 Pounds

9. WARRANTY AND SUPPORT

For warranty information, product support, or to purchase replacement parts, please contact Giantex customer service. Refer to your purchase documentation for specific contact details or visit the official Giantex website.